

B. Has there been a professional appraisal on this real property in the last five years?
If yes, appraiser's estimate of value \$ _____ Date of value: _____

Yes No

C. ANNUAL INCOME (Calendar Year 2021)

Rental Income:

01 Potential rental income _____
02 Sales of utilities/services _____
03 Overage/percentage rental _____
04 Other rental income (Specify: _____) _____
05 Income loss from vacancy (2021) _____
06 Income loss from bad debts (2021) _____
07 Actual rental income received (Sum of Lines 01-04 minus Sum of Lines 05-06) _____

Other Income:

08 Parking and special areas _____
09 Other rental income (Specify: _____) _____
10 Miscellaneous (Specify: _____) _____
11 Miscellaneous (Specify: _____) _____
12 Miscellaneous (Specify: _____) _____
13 Miscellaneous (Specify: _____) _____
14 TOTAL ACTUAL INCOME (Sum of Lines 07-13) _____

D. CAPITAL IMPROVEMENTS, RENOVATIONS

Have there been capital improvements or capital renovations to the property during the reporting period?

Yes No

If yes, please provide total cost here and attach a detailed list on a separate page.
Reflect only the capital costs that were actually expensed in calendar years 2020 & 2021.

TOTAL COST: \$ _____

E. ANNUAL OPERATING EXPENSES (Calendar Year 2021)

Utilities:

15 Water and sewer _____
16 Electricity (excludes HVAC) _____
Electricity (includes HVAC) _____
17 Primary heating fuel (Specify: _____) _____
18 Other fuel (Specify: _____) _____
TOTAL UTILITIES (Sum of Lines 15-18) _____

Maintenance & Repairs:

19 Maintenance payroll (including payroll taxes and benefits) _____
20 HVAC repairs _____
21 Electric/plumbing repairs _____
22 Elevator repairs _____
23 Roof repairs _____
24 Other common area of exterior repairs _____
25 Redecorating costs (carpet, paint, etc.) _____
26 Miscellaneous repairs (Specify: _____) _____
TOTAL MAINTENANCE & REPAIRS (Sum of Lines 19-26) _____

Management and Administrative:

27 Management fees _____
28 Other administrative/payroll (including payroll taxes and benefits) _____
TOTAL MANAGEMENT AND ADMINISTRATIVE (Sum of Lines 27-28) _____

Services:

29 Janitorial/cleaning (payroll/contract) _____
30 Landscape (grounds maintenance) _____
31 Trash _____
32 Security _____
33 Snow removal _____
TOTAL SERVICES (Sum of Lines 29-33) _____

Insurance and Taxes (excluding payroll taxes):

34 Insurance, Fire, Casualty (one year) _____
35 Other taxes, fees _____
36 Real estate taxes _____
TOTAL INSURANCE AND TAXES (Sum of Lines 34-36) _____

37 TOTAL ANNUAL OPERATING EXPENSES _____

F. NET OPERATING INCOME (Line 14 minus Line 37) _____